



SAN MATEO-FOSTER CITY
SCHOOL DISTRICT

August 11, 2017

Grand Jury Foreperson
Court Executive Office
Hall of Justice
400 County Center
Redwood City, CA 94063-1655
Email: grandjury@sanmateocourt.org

Dear Grand Jury Foreperson:

The San Mateo-Foster City School District (the "District") received and reviewed the 2016-2017 Grand Jury Report entitled "How Have San Mateo County Public Schools Responded to the Epinephrine Auto-Injector Law, SB 1266?" We appreciate the Grand Jury's interest in this matter. Having reviewed and considered the Grand Jury's Findings and Recommendations, the District responds as follows, pursuant to section 933.05 of the California Penal Code.

FINDINGS

F1. In the public schools visited by the Grand Jury, Pens were maintained in brightly colored and clearly labeled yellow boxes and were maintained in plain sight in the main administrative office or anteroom.

The District is unable to agree or disagree with this Finding, as it was not present during the Grand Jury's visits to various school sites in other districts.

F2. The distribution and supply of Pens is managed by the San Mateo County Schools Insurance Group through the school district offices with a process for replacing used or expired Pens.

Agree as to the District.

F3. In the public schools visited by the Grand Jury, principals generally indicated that their faculty and staff had attended a training program addressing recognition of an allergic anaphylactic event and the techniques for using a Pen to treat the student experiencing an anaphylactic reaction. One school had a list of faculty and staff who had received the prescribed annual training including their position and location, which was mounted in a plastic sleeve and posted next to the brightly yellow-colored EpiPen box.

The District is unable to agree or disagree with this Finding, as it was not present during the Grand Jury's visits to various school sites in other districts.

1170 Chess Drive
Foster City, California 94404
650.312.7700 Tel
650.312.7779 Fax
www.smfcsd.net

Board of Trustees
Chelsea Bonini, Ed Coady, Lory Lorimer Lawson, Audrey Ng, Nancy Kohn Hsieh

Superintendent
Joan Rosas, Ed.D.



SAN MATEO-FOSTER CITY SCHOOL DISTRICT

F4. The San Mateo County Schools Insurance Group provided an initial training program in February 2015, discussing the content and intent of SB 1266 and describing techniques for recognizing symptoms of anaphylaxis and emergency use of Pens. The San Mateo County Schools Insurance Group has scheduled annual training programs but additional responsibility for training was left to each school district to cover in subsequent presentations to their schools without a format for tracking whether or not the districts were actually offering these presentations on an annual basis.

Agree.

F5. Some schools visited had no awareness of the packet of information describing the content and intent of SB 1266, and the training program addressing recognition of an allergic anaphylactic reaction and the techniques for using a Pen to treat a student experiencing an anaphylactic reaction, that were originally distributed by the San Mateo County Schools Insurance Group at their February, 2015 presentation.

The District is unable to agree or disagree with this Finding, as it was not present during the Grand Jury's visits to various school sites in other districts.

F6. Some schools visited had no standard policies or procedures for the possible emergency use of Pens at off-site or evening on-site school supervised events though some schools had policies to accommodate students with known food or other allergies and all seemed to have conscientiously recorded a medical history for students attending their school.

The District is unable to agree or disagree with this Finding, as it was not present during the Grand Jury's visits to various school sites in other districts.

RECOMMENDATIONS

R3. Each school district shall ensure that each of its schools keeps Pens in clearly labeled boxes that are in plain sight in the school's main administrative office.

The District has already implemented this recommendation.

R4. Each school district shall ensure that each of its schools posts a list of faculty and staff who have completed the annual training program required by SB 1266. Such list should be posted in or near the school's Pens.

The District will implement this recommendation.



**SAN MATEO-FOSTER CITY
SCHOOL DISTRICT**

R5. Each school district shall ensure that the packet of information provided by the San Mateo County Schools Insurance Group describing the content and intent of SB 1266 and the required training program, as may be updated from time to time, is available as a resource in each of its schools.

The District will implement this recommendation.

R6. Each school district shall ensure that schools develop policies and procedures for the possible emergency use of Pens at off-site or evening on-site school supervised events and for the accommodation of students with known food or other allergies (i.e., designated areas of the cafeteria, allergen-aware classrooms, etc.)

The District has already approved Board Policy and Administrative Regulation 5141.21 (Administering Medication and Monitoring Health Conditions) and 5141.27 (Food Allergies/Special Dietary Needs) which set forth procedures for the possible emergency use of Epi-Pens at off-site or evening on-site school supervised events and for the accommodation of students with known food or other allergies.

Both the Grand Jury Report and these responses were presented to and approved by the District's Board of Trustees at its meeting held on August 10, 2017.

Please do not hesitate to contact me if you have questions or required additional information.

Sincerely,

Joan Rosas, Ed.D.
Superintendent